



OPCW

Technical Secretariat

International Cooperation and Assistance Division

S/413/2004

14 April 2004

ENGLISH only

NOTE BY THE TECHNICAL SECRETARIAT

**EIGHTH ANNUAL WORKSHOP TO COORDINATE ASSISTANCE AND
PROTECTION UNDER ARTICLE X OF THE
CHEMICAL WEAPONS CONVENTION
PLOVDIV, BULGARIA
4 – 8 OCTOBER 2004**

1. On behalf of the Government of Bulgaria and the Organisation for the Prohibition of Chemical Weapons (OPCW), the Technical Secretariat (hereinafter “the Secretariat”) wishes to invite Member States to nominate participants to the Eighth Annual Workshop to Coordinate Assistance and Protection under Article X of the Chemical Weapons Convention, which will be held in Plovdiv, Bulgaria, from 4 to 8 October 2004.
2. The workshop will provide a forum in which States Parties can share their experiences in relation to the practical implementation of Article X of the Chemical Weapons Convention on the provision of assistance and protection against chemical weapons.
3. The workshop is intended to draw together officials and experts from National Authorities, from other government ministries, and from the chemical industry who are or will be associated with offers to deliver assistance to Member States. Participants will have the opportunity to review proposed mechanisms for coordinating the delivery of assistance and for finding practical solutions to such matters as logistics, training in the use of protective equipment, and procedures to ensure the timely delivery of assistance.
4. Given the purpose of the workshop and its technical nature, candidates will be carefully selected and should be involved in implementing Article X in their respective countries. Because the workshop will be conducted in English, good English-language skills are also required.
5. Participants will arrive on Sunday, 3 October 2004, and will depart on Saturday, 9 October 2004. Participants are requested to obtain any necessary visas (including transit visas) before travelling to Bulgaria. The Secretariat expects to be able to cover the travel costs of a limited number of candidates nominated by Member States. When proposing candidates for the workshop, Member States should specify whether



such sponsorship is a condition of their participation. Workshop materials, as well as accommodation and all meals, will be provided free of charge. Further details about accommodation, the workshop venue, and transport will be issued to participants at a later date.

6. Interested Member States are invited to complete the nomination form that is included as Annex 1 to this Note, giving each nominee's full name and address, fax and telephone numbers, and e-mail address if available, together with his or her affiliation and area(s) of expertise. The completed nomination form, together with a brief curriculum vitae for each nominee, should be faxed to the Assistance and Protection Branch, International Cooperation and Assistance Division, OPCW, at +31 (0)70 416 3209. Nominations should be submitted as soon as possible, but **no later than 31 July 2004**, to allow sufficient time for the Secretariat and the Bulgarian authorities to make the necessary arrangements.
7. Further details of these arrangements will be issued as soon as the International Cooperation and Assistance Division receives confirmation from participants that they will be attending the workshop.
8. Should any problems arise in connection with the attendance of a nominee, or should Member States have any questions regarding this workshop, they are requested to contact the International Cooperation and Assistance Division of the OPCW:

Tel.: +31 (0)70 416 3555, 416 3217
Fax: +31 (0)70 416 3209
E-mail: EmergAssistBr@opcw.org.

Annex:

Nomination Form

Annex

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NOMINATION FORM

To be completed by Member States to nominate participants

Please use **BLOCK LETTERS**.

1.	Family name of nominee	
2.	First name(s)	
3.	Gender	Male <input type="checkbox"/> Female <input type="checkbox"/>
4.	Date of birth	
5.	Contact address (Please do not give a post-office box number)	Street _____ Number _____
		Post code _____ City _____
		Country _____
6.	E-mail address	
7.	Telephone numbers, including country and city codes	Home _____
		Work _____
		Mobile _____
8.	Fax numbers, including country and city codes	Home _____
		Work _____
9.	Passport number	
10.	Date of issue of passport	
11.	Place of issue	
12.	Expiry date	
13.	Affiliation	
14.	Area(s) of expertise	
15. N	Nominated by:	
Signed: _____		
Date: _____		